

### LA-UR-17-26023

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Title: How to Get an LA-UR: Using RASSTI to Release Your Work

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Intended for: student presentation for use of RASSTI to obtain LA-UR

Issued: 2017-07-19





EST.1943

# How to Get an LA-UR

Using RASSTI to Release Your Work



**Amanda Bonnie** 

Summer 2017

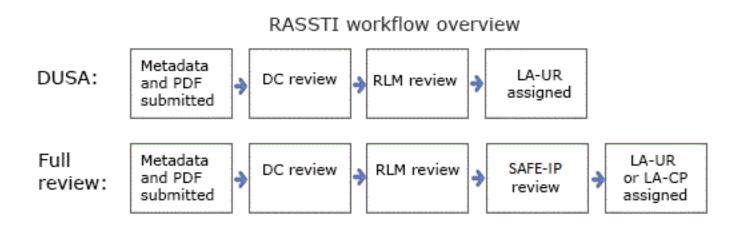


### What is a LA-UR?

- Los Alamos Unlimited Release
- A number assigned via the RASSTI system to unclassified, unrestricted documents intended for public release.
- Published internally http://lasearch.lanl.gov/oppie/service
- Published publically https://www.osti.gov/scitech/

### What is RASSTI?

Review Approval System for Scientific and Technical Information



### What is a DUSA?

- Designated Unclassified Subject Area
- A document within the scope of a DUSA is reviewed by a DC, but not the LANL Classification Office.
- This increases the efficiency of the Laboratory's publication process as well as the utilization of the Laboratory's information security program resources.
- Most Common for HPC:
  - COMPHW
  - COMPSCI

### What is a DC?

- Derivative Classifier!
- We have several in HPC
- HPC-DO
  - Jeffery Kuehn
- HPC-ENV
  - Amanda Bonnie
  - Reid Priedhorsky
  - David Shrader

- HPC-SYS
  - Carolyn Connor
  - Jeff Johnson
- HPC-DES
  - Susan Coulter
  - Nathan Debardeleben
  - David Modl
  - Laura Monroe
  - Bradley Settlemyer

## Who is my RLM?

- Responsible Line Manager
- HPC-DO
  - Gary Grider (106273)
  - Randal Rheinheimer (119953)
- HPC-ENV
  - Cindy Martin (104898)
  - Andrew Montoya (191198)
  - Ben Santos (209691)

- **HPC-SYS** 
  - Carolyn Connor (119733)
  - Jeff Johnson (111659)
- **HPC-DES** 
  - Michael Strevell (191878)
  - Bradley Settlemyer (298121)

### What do I need to submit to RASSTI?

- Save your work as a PDF!!
  - Posters, Papers, Abstracts, Presentations...
  - Save As... OR Export...
- DC Who is a DC in your group? (go back a few slides)
  - Is that DC in town before you need your LA-UR?
  - Worth checking to see if they have time especially if you are looking for quick turn around.
- RLM Who is your RLM? Know their Z# or have the phonebook handy
  - Are they in town? Might have to list an RLM not from your group...

#### Weblogin Help

Status: Logged Out Log in

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http://rassti.lanl.gov/

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#### Amanda Marie Bonnie, welcome to RASSTI

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- \* Do NOT work on several records simultaneously in multiple windows/tabs
- \* Use lasearch.lanl.gov to reference past approved submissions
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### **Author Pages**

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Begin submitting information for a new publication

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Submissions, in process or approved, where you are Author or Content Submitter

**Accepted Manuscripts** 

You have **0** LA-UR(s) awaiting submission of your final peer-reviewed, accepted manuscript (includes peer-review changes, but is not the official publisher version)

**About Accepted Manuscripts** 

#### Reviewer Lists

**Derivative Classifier** 

Publications awaiting review or reviewed previously where you are the DC

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#### Do I need to use RASSTI?

-

For unlimited release (LA-UR) Scientific and Technical Information (STI)? Yes, click Proceed.

•

For controlled unclassified (LA-CP) STI? Yes, click Proceed.

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For software? Maybe, contact software@lanl.gov to see if you need to use the CODES system.

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For classified documents? No, see Process for submitting classified LA-CPs.

Examples of STI include scientific/technical reports, journal articles and conference papers, books, etc. Examples of non-STI include administrative materials, engineering drawings, job applications, etc. Note, LPI documents are not STI and should not be submitted through RASSTI. See our STI page for more information.







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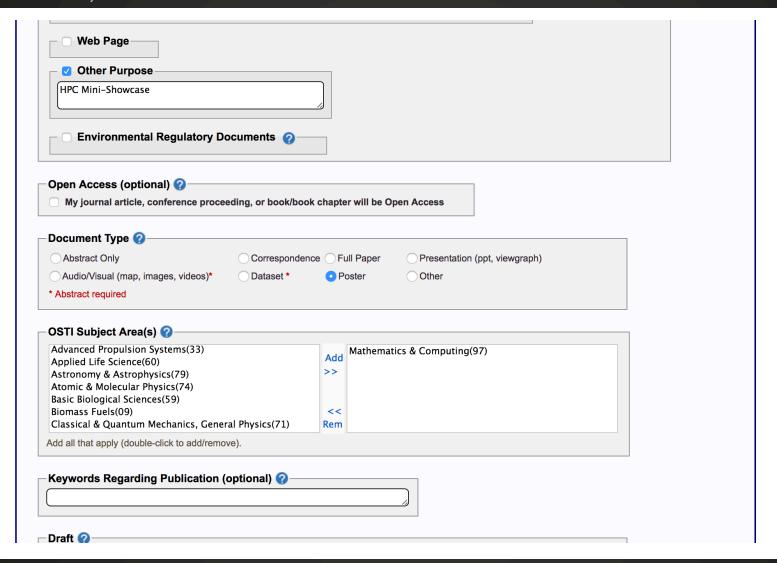
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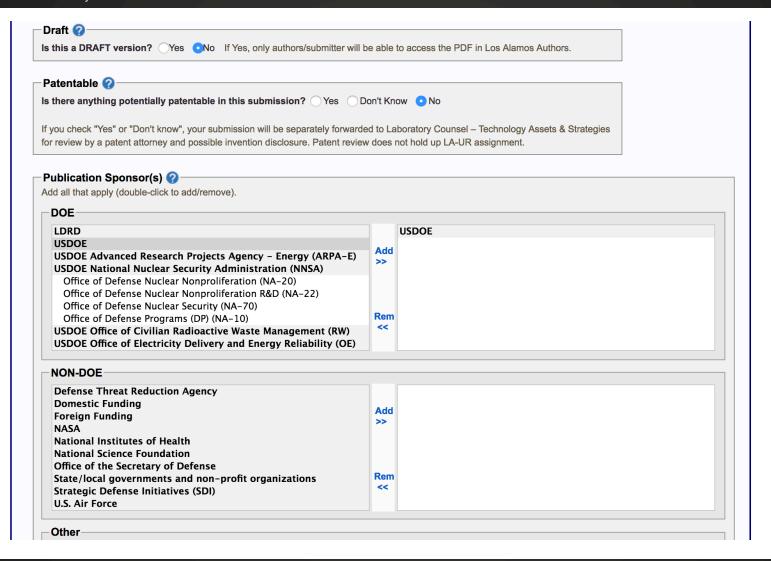
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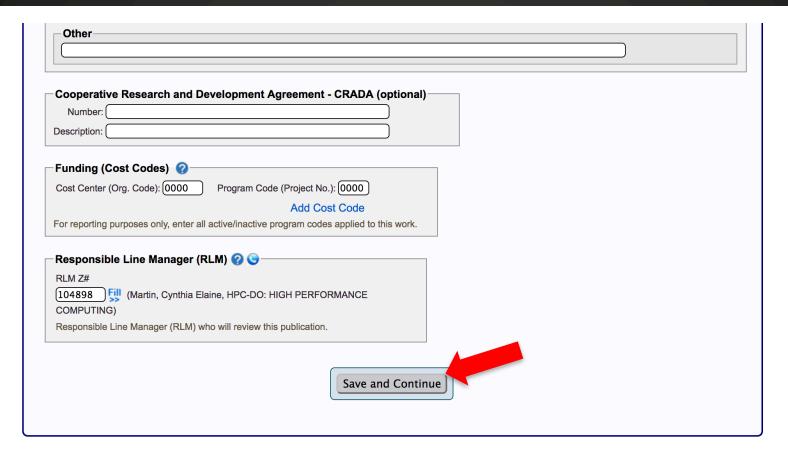
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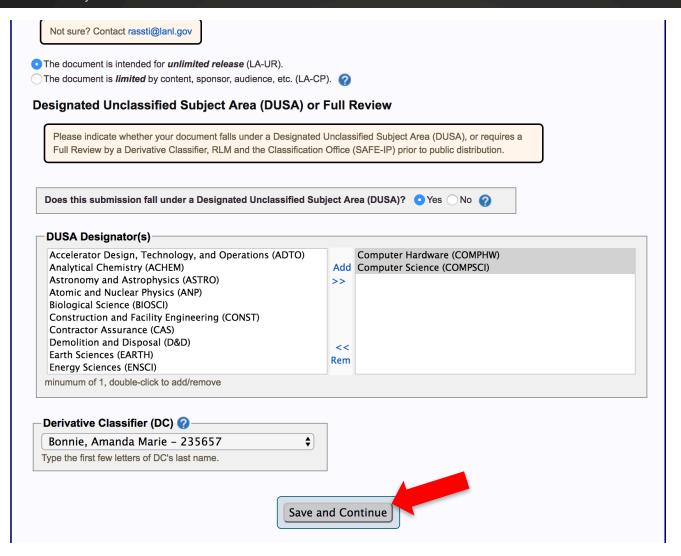
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## I have the LA-UR #, now what?

- The LA-UR number should be somewhere on your document.
  - Presentations First slide, LANL template has a location top right
  - Poster Often the lower left/right corner visible but does not have to be 60 font
  - Paper Often in the abstract or bottom of first page as footnote
- The LA-UR should be on the document prior to being sent outside of the lab.
  - INCLUDING submissions to conferences and journals
- Work should not be presented/shared externally without an LA-UR

## **Frequently Asked Questions**

- How long will it take?
  - Depends on the DC and RLM time availability
  - Can happen in a day but expect 3-4 days to turn around this summer
- I submitted with an RLM and I just found out they are out of town...
  - You can change the RLM on your submission! Login and select "My Submissions" choose the submission you'd like to edit and modify the RLM to someone available.
- Can I make changes after I have my LA-UR #?
  - NO! Only very small grammatical errors should be changed otherwise you should get a new LA-UR number.

**Questions?** 

**Amanda Bonnie** noranzyk@lanl.gov